

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
January 19, 2021

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, January 19, 2021 immediately following the Executive Session Meeting at 2:32pm. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President- Via Video Conference
Kathleen O'Brien, Vice President-Via Video Conference
Jack (John) Area, Treasurer- Via Video Conference
Heather Andrews, Director-Via Video Conference
Tom Morris, Director- Via Video Conference
Pat Munson, Director- Via Video Conference

DIRECTORS ABSENT: Mary Kucala, Secretary

ALSO PRESENT: Patricia Moeller, General Manager representing Personalized Property Management.

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 2:32pm.

APPROVAL OF THE AGENDA:

Motion to approve the agenda as presented was made by Tom Morris, seconded by Jack Area. The motion was approved unanimous.

HOMEOWNER FORUM:

There were no homeowners present.

PRESIDENT'S REPORT:

There was no report from the President.

SECRETARY'S REPORT:

Minutes:

After review, Motion to approve the December 15, 2020 meeting Minutes as submitted was made by Jack Area, seconded by Tom Morris. The motion was approved unanimous.

DISCLOSURE OF EXECUTIVE SESSION:

Today, at 2:32PM, prior to this meeting, an Executive Session Meeting was held which lasted about 48 minutes. Discussion included contracts, discipline hearings and collection matters. There were no actions taken.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned the Open Session meeting at 2:45pm to meet with homeowner via video conference regarding their delinquent account.

RETURN FROM EXECUTIVE SESSION

The Open Session Meeting was reopened at 3:05pm.

TREASURER'S REPORT:

The Treasurer's report was given by Treasurer, Jack Area. The December 31, 2020 financial reports were reviewed in detail along with a one-page summary addressed to the Board. It was noted that the bank statements and reconciliations were reviewed. All Financial documents including the general ledger, Balance sheet, Revenue & Expense statement, check registers, bank statements & reconciliations, and delinquency reports were provided to the board for their review as per Civil Code.

It was noted that there is an operating CDAR account in the amount of \$60,502.75 that matures every four (4) weeks. The Board has opted to allow the CDAR to continue to roll over into another four (4) week term.

After review, Motion to accept the December 31, 2020 financial report and bank reconciliations as prepared was made by Tom Morris, seconded Pat Munson. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report. There were no actions taken.

COMMITTEE REPORTS:

Emergency Preparedness Committee

No report.

Neighbors Helping Neighbors Program for PDCCA - Chair, Kathleen O'Brien

There was no report given.

Social Committee, Chair, Heather Andrews

There was no report given.

CURRENT BUSINESS:

Community Blood Drive- Management reported on the upcoming Blood Drive that will be held on Saturday, February 16, 2021 from 10am-3pm. There will be goody bags and hot dogs given to those who give blood.

NEW BUSINESS:

Office Face Mask Policy- There was discussion on what is the policy for staff regarding face masks in the office. After discussion, it was determined that all staff members will wear a face mask in the office when someone enters the onsite office. Management will inform staff members.

Management Reports:

The Management reports for the period ending December 31, 2020 which consisted of the Violation Report, the Architectural Request Report, and Closed Escrow Report were reviewed.

After review, Motion to accept the Management Reports as prepared by Management was made by Pat Munson, seconded by Tom Morris. The motion was approved unanimous.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, February 16, 2021 immediately following the 2:00pm Executive Session Meeting. The Homeowners Open Forum starts at 3:00 p.m.

ADJOURNMENT:

With no further business to be brought before the board, a motion was made and seconded and unanimously approved to adjourn the meeting at 3:25 p.m.

Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager
Personalized Property Management Company

CERTIFICATE OF SECRETARY

I certify that I am a director of the Palm Desert Country Club Association, a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association.

DATED: _____

Palm Desert Country Club Association
A California Corporation

BY: _____
Secretary or Director